



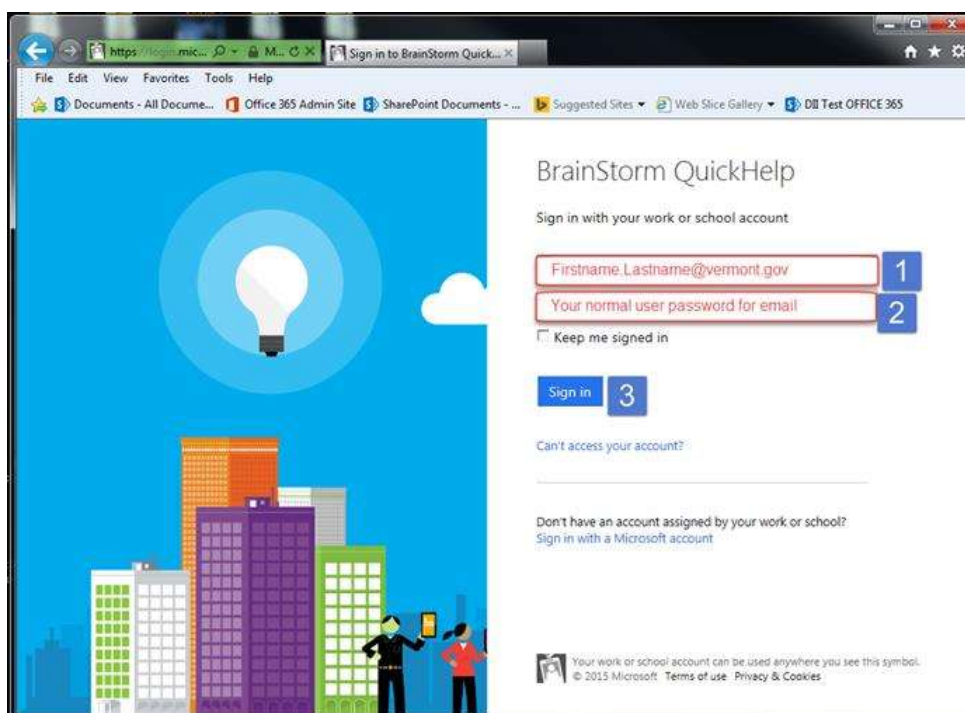
QuickHelp is here to help!

BrainStorm QuickHelp is a video-based training platform with hundreds of short videos designed to make your workday easier. Videos are 1-3 minutes long, and include the most important content for Microsoft Office suite applications. Brainstorm, a Microsoft partner that provides end-user training, is providing access to an online learning portal to help users become familiar with the new capabilities in Office 365, including but not limited to Outlook, Word, Excel, OneDrive and PowerPoint Online

(Valid until April 15, 2016)

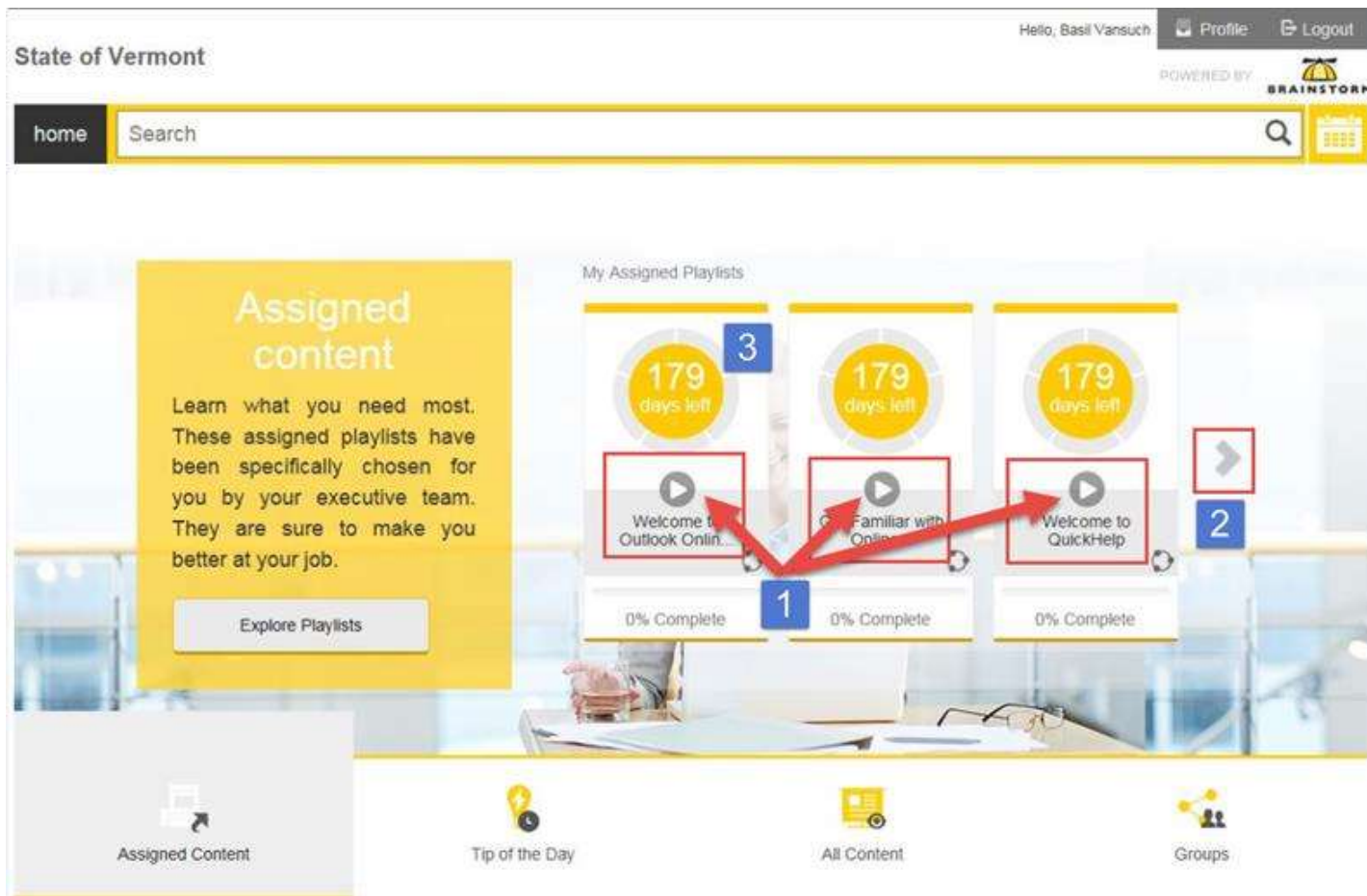
LOGIN INSTRUCTIONS:

When you go to <https://quickhelp.com/vermont> you will be redirected to an Office 365 logon prompt



1. Fill in the field with your email address (firstname.lastname@vermont.gov)
2. Enter your state password you use for your email
3. Click the 'Sign in' button

Once logged in you will see the following screen.



1. Click the play button to view the video
2. Use the arrow to get to more learning modules
3. Shows the number of days left to view the learning module


Sign up for Webinars:



1. Click on the calendar
 - a. This will take you to a page to show upcoming webinars

Upcoming Events

How to Master Your Email Inbox



Available	Available	Available
■ Thu, Nov 19th 2015	■ Thu, Nov 19th 2015	■ Thu, Nov 19th 2015
🕒 10:00 AM - 10:30 AM (EST)	🕒 11:00 AM - 11:30 AM (EST)	🕒 12:00 PM - 12:30 PM (EST)
Register	Register	Register

➔

2. If the topic interests you, click on a time that works for you and sign up to view the webinar.

To view previous Quickcasts, do the following:

1. Click on Explore All Content
2. Click on Quickcasts Content
3. Click on Quickcasts Assets
4. View the presentation you wish to view.

If you are having issues getting to the site please contact your IT Helpdesk, or submit a LANDesk ticket: <https://itsupport.vermont.gov> . You can also call the Service Desk if you need assistance submitting a ticket at 802-828-6620, option 1.